

**MINUTES
LIBRARY BOARD OF TRUSTEES**

August 21, 2007
5:00 P.M.
Central Library
7111 Talbert Avenue
Huntington Beach, CA 92648

ROLL CALL:

MEMBERS PRESENT: Budwig, Cox, Lewis, Miles and Moore

MEMBERS ABSENT: Kuperberg

STAFF PRESENT: Wilson, Blassingame, Brown, Miltko

Due to the absence of Secretary Hayden, Mary Wilson, Senior Librarian, acted as Secretary of the meeting.

COUNCIL LIAISONS PRESENT: None

PRESENTATIONS/COMMENDATIONS:

MINUTES: June 19, 2007

CHAIR BUDWID ENTERTAINED A MOTION TO ACCEPT THE MINUTES AS SUBMITTED: SO MOVED BY MR. LEWIS AND SO SECONDED BY MR. MILES, THE MINUTES OF JUNE 19, 2007 WERE APPROVED AS PRESENTED.

ORAL COMMUNICATIONS/PUBLIC COMMENTS: None

ADMINISTRATIVE ITEMS: Ms. Blassingame distributed the new Board of Trustees member roster for the 2007-2008 term. She also circulated a copy of the letter sent to the Huntington Beach Coordinating Council on behalf of the Board inviting them to hold their May 2008 meeting at the Huntington Beach Public Library.

Ms. Blassingame then introduced Monica Miltko, the new Volunteer Services Coordinator.

DISCUSSION ITEMS:

F-1. Huntington Beach Playhouse Lease Negotiations – Renee Brown

Ms. Brown reported that the lease negotiations were concluded at the August 6, 2007, City Council meeting when the Council voted 4-3 to amend the lease to remove the \$1 facility charge entirely and to not include use of the Maddy Room. She further explained that while the decision was not what the City had originally expected, an agreement was reached that the Library Services Fund should not and would not be impacted by the resulting subsidy. The

difference between the non-profit rate charged to all other patrons and the rate charged to the Playhouse would come from the General Fund, Tier II, and deposited into the Theater account, 20550206.43165, annually, until December 31, 2009, the date that the lease will expire.

Ms. Brown explained that the Playhouse has already contacted her to book the Maddy Room. She explained that there are conflicts in scheduling the Maddy Room for the Playhouse as it is already rented to other clients, who have been waiting patiently for the Council's decision. Ms. Brown further stated that the Playhouse would need to book the Maddy Room in advance and pay the full non-profit hourly rate.

Ms. Cox asked about the proposed Cultural Center mentioned during the August 6 Council meeting. Ms. Brown replied that while the Director of Economic Development had mentioned the idea to the Playhouse, she was unaware of any plans at this time.

Mr. Miles asked about the conflict regarding the Maddy Room and what possible solutions were available. Ms. Brown replied that while the Playhouse asked for assistance from the City to locate another venue in which to practice, the Playhouse currently rents space on Gothard, called "The Annex" where they have been known to rehearse in the past.

There being no further questions, Ms. Brown was thanked for her report.

F-2. Central Library Refurbishment – Mary Wilson

Chair Budwig invited Ms. Wilson to provide an update to the Central Library Refurbishment Project. Ms. Wilson reported that since the beginning of July, the exterior and the main lobby of the library were painted, a majority of the ceiling tiles in the library were replaced, and the skylight refurbishment was complete.

Ms. Wilson then reported that meeting rooms C & D as well as the lower level lobby had fresh paint and wall paper. She reminded the Board of Trustees that the Friends of the Library support group financed the cost of renovating these rooms. Additionally, she explained, meeting room D also received a new cabinet and counter-top. She reported that the carpet installation, originally scheduled for mid-August, was delayed due to an ordering error by the contractor. The carpet may be installed in late September or early October. In the meantime, she further explained, temporary baseboards were installed, to clean up the look of the rooms.

Ms. Wilson reported that meeting room E was included in the library budget for renovation and the painting and carpet installation would be complete by August 28, 2007. A new cabinet and counter-top would be installed at a later date.

Ms. Wilson also reported that she would be meeting with a lighting specialist regarding the chandelier and sconces in the lower level hall. She added that the painting contractor would be meeting with an acoustical specialist regarding the Rotunda ceiling, but that that portion of the project is still pending.

Ms. Wilson then reported on the upcoming renovations including painting the Administration and Reference areas, the elevator doors and shafts, and the spiral ramp railing as well as replacing the wall paper in the Reception area. She added that the fountain bowls in the spiral

ramp pool were scheduled for cleaning, decalcification and in inner portion of the bowls were to be painted with a marine quality paint. She also explained that the electrical work, to provide power to the new study carrels, would begin August 27, 2007, wrapping up the expenditures for the library renovation until the '07/'08 Budget begins.

Chair Budwig asked about the lower level ramp to the meeting rooms and the “beating” the walls take. He suggested a bumper rail or similar “wall saving” tactic. Ms. Brown replied that one idea being considered is to run carpet up the wall to protect it from carts and tables.

Mr. Moore asked about the new study carrels design and the accessibility to electrical outlets. He pointed out that sometimes janitorial services will move furniture in order to clean, and cleaning staff do not consider that seemingly stationary furniture might be plugged in to the floor. Moving this furniture may cause damage to the cords. Ms. Wilson showed the Board the carrel design and replied that she appreciated the input as it was not something she had considered.

Ms. Cox mentioned that while Ms. Wilson had not mentioned the Literacy area, she had noticed new furniture and chairs in that division. Ms. Wilson replied that the literacy division was responsible for that portion of the project and commented on how nice the furniture looked along with the new ceiling tiles.

Chair Budwig asked Ms. Wilson if she was enjoying this new facet of her role within the library and Ms. Wilson replied that she was indeed enjoying herself very much. Ms. Wilson concluded her report by adding that she has learned a great deal about contractors, purchasing and shifting priorities as a result of this experience. There being no further questions, Ms. Wilson was thanked for her report.

F-3. Human Relations Task Force “HB Reads” program

Mr. Moore gave a report on the progress of the Human Relations Task Force project “HB Reads One Book.” He reported that Sarwar Mushtaq, founder and CEO of Eckova Productions, is going to interview a group of students before and after reading the project selection, and he will make a short documentary on the book’s impact.

Ms. Blassingame distributed a short article from the Huntington Beach SANDS, the quarterly community services guide, featuring the HB Reads One Book program.

Mr. Moore further explained the link from the Huntington Beach library web site takes patrons to the Human Relations Task Force web site and lists the “Three Cups of Tea” web site address, but does not contain a hyperlink. He explained that it is his belief that the Task Force will need to speak with the City Attorney’s office regarding a direct link to the “Three Cups of Tea” web site as it is a ‘commercial’ site, and the City does not traditionally post direct links to commercial sites.

Mr. Moore also reported that Mr. Greg Mortenson, the author of “Three Cups of Tea” will be touring in the area in February 2008. Mr. Moore added that local elementary schools, middle schools and high schools are on-board with this program.

Chair Budwig thanked Mr. Moore for the update.

INFORMATION ITEMS:

Ms. Blassingame distributed information on the Children's Library and Oak View library programs.

Chair Budwig asked Ms. Blassingame about the status of the application to include members of the Library Board of Trustees on the Huntington Beach Coordinating Committee. She replied that she had not received a commitment from any Board member to serve as an alternate delegate. Mr. Moore agreed to be the primary delegate. Chair Budwig offered to be the alternate delegate. Ms. Blassingame thanked Chair Budwig and reported that she will submit the application during the following week.

COMMITTEE REPORTS:

Library Support Organizations: Ms. Miltko distributed a flyer describing the next Friends of the Library author luncheon scheduled for September 28, 2007.

Chair Budwig distributed the Genealogy calendar featuring the upcoming events for September and October. Additionally, he reported that he spoke with Joan Rambo, the president of the Orange County California Genealogy Society, and there will be a special 'Genealogy Fair' in the Balboa Room on October 27th to introduce and showcase the genealogy collection to the library's patrons. He explained that many patrons are not aware that there is a genealogy section in the library. He further explained that there will be an information display in the Main Entrance directing patrons to the lower level.

CALTAC: Mr. Moore reported on attending the latest CALTAC meeting in Daly, California, recently. He described the Daly joint-use library facility as a most interesting three-story building, which houses a gym on the first floor, the local Boys & Girls Club on the second floor and the library on the third floor. He found it quite fascinating.

Mr. Moore also reported that the next CALTAC meeting will be held at the CLA conference in Long Beach from October 26 through October 29. He stated that this year there will be an "outstanding people" awards luncheon. Following that event, Mr. Moore will be selected to serve as the Vice-President/President-elect of CALTAC.

LIBRARY BOARD COMMENTS:

Mr. Miles commented on the ubiquitous return of media materials in the Long Beach library system and asked why the Huntington Beach library system does not have the same service. Ms. Wilson replied that the Huntington Beach library currently charges a fee to patrons to borrow media materials and therefore requires a tighter control over the location of those materials. She added that some new, "in-demand" titles would take longer to circulate if patrons were permitted to return them any branch in the system. Ms. Wilson concluded that at this time it was not feasible nor practical, but this issue could be addressed in the future.

Mr. Miles also asked about the progress of the Library Director employee search (see Staff Comments).

STAFF COMMENTS:

Ms. Blassingame reported on the status of the search for a new Library Director, explaining that the city contracted with Peckham & McKenney to perform a nationwide search for the new Library Director. She further reported that the resume filing deadline is September 10, 2007, with preliminary interviews scheduled for September 17-19, 2007. The recommendation of candidates could take place on September 21, 2007 and the finalists interview process is scheduled for October 1, 2007. Mr. Miles asked who would be making the final selection, and Ms. Blassingame replied that she believes it would be the City Administrator, but reminded the Board that the Council must approved the final selection decision. Ms. Blassingame added that once a final decision was made, the candidate would still need to pass the background check and medical screening before giving notice to their current employer. She concluded that the library may have a new director as soon as the first or second week of December.

ADJOURNMENT: Chair Budwig entertained a motion to adjourn the meeting. Mr. Moore made a motion to adjourn the meeting and Mr. Miles seconded the motion. The meeting was adjourned.

Respectfully submitted by,

Lloyd Budwig, Chair